

G.S.A. – OVERAGES AND SHORTAGES – SURPLUS PERSONAL PROPERTY

TO:

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FROM: **State of Michigan, DMB**
Federal Surplus Property Program
P.O. Box 30026
Lansing, MI, 48909

Holding Agency #	GSA Control #	Allocation Code #	State Serial #

We wish to report the following: ☐ Overages -OR- ☐ Shortages covered by the above report and control numbers.

Picked up on

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at

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Date

Name and Location of Property

Certified by:

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Signature, Program Supervisor

Title

Date

Line Item #	Description	Unit	Unit A/C	Quantity Requested	Quantity Received	Change in A/C, Plus/Minus

Total Adjustment in A/C, Plus/Minus

***ATTACHED SF-123 AND SCREENING LIST FOR FURTHER INFORMATION

G:/Federal Surplus/Forms/GSA-Overages and Shortages

Exhibit - D